

**LEASING PROJECT ANNOUNCEMENT**

<b>Agency, Office Name:</b>	<b><u>Department of Safety</u></b>
<b>Principal Use Office/Warehouse/Other:</b>	<b><u>Office</u></b>
<b>Transaction Number:</b>	<b><u>TR. 16-07-909</u></b>

	<b><u>Desired</u></b>	<b><u>Alternates Accepted</u></b>
<b>Service Area and Boundary Requirements</b>	Within Newport, Cocke County, TN, easy access to highways	No
<b>Employee Headcount at Premises</b>	7	n/a
<b>Parking Requirements</b>	7 paved and striped	Yes, more
<b>Usable &amp; Rentable Square Footage</b>	1,000 – 1,200 USF 1,200 – 1,400 +/- 15% RSF	No
<b>Special Buildout or Other Requirements</b>	Per Space Needs Analysis	n/a
<b>Term Length</b>	5 years	No
<b>Needed Commencement Date</b>	July 1 or as soon as possible	Yes
<b>Termination Options</b>	90 day Termination for Convenience Termination for Cause	No
<b>Rent/SF</b>	Best offer	
<b>Utility, Services and Other Costs</b>	Request quotes for rental rates based on (a) Full Service rate and (b) Modified Gross rental rate separating out utilities and janitorial.	No

**Additional Information:**

The State intends “contiguous” to mean space that is adjacent including floors below or above. The actual square footage will be determined by programming and space planning. Proposals with square footages having a 15% deviation (up or down) will be considered.

The parking provided shall include handicap parking to meet the relevant code requirements.

Communications:

Interested parties must direct all communications regarding this procurement to the Coordinator, who is the State's official point of contact. Email is the preferred form of communication.

Email: Wendy.wisniewski@tn.gov

Submittal Deadline and Format:

The completed "Lease Proposal Quotation Form" (Attachment X) must be submitted as follows no later than 4:00 pm CT on February 16, 2017

Submittals may be received either via email or at:

Email: wendy.wisniewski@tn.gov

Or

Printed copy to:

Department of General Services/STREAM

Attn: Wendy Wisniewski

William R. Snodgrass Tennessee Tower

3rd Floor

312 Rosa L. Parks Avenue Nashville, TN 37243

Phone: 615-806-5501

Email: wendy.wisniewski@tn.gov

Disclaimer of Subjectivity:

Proposers should understand and accept that by responding to this solicitation they are willingly participating in a process that may consist of some degree of subjectivity. Proposers should be aware that the proposal determined to best meet the needs of the State may not necessarily be the lowest cost proposal.